

## 12.160 RUMORS/POTENTIAL CIVIL DISTURBANCES

### **Reference:**

Procedure 12.417 - Hate Crimes: Response to Racial,  
Religious, Ethnic/National  
Origin, or Sexual Orientation  
Bias Incidents  
Standards Manual - 46.1.2

### **Purpose:**

Provide for the documentation, processing, and analyzing of rumors about racial problems, civil disturbances, or other police problems or services.

Establish a policy for handling incidents arising from or indicative of a racial nature, and to protect the civil rights of all citizens.

Establish responsibility and authority of Police Department and Cincinnati Human Relations Commission (CHRC) personnel during field situations.

### **Policy:**

The Cincinnati Police Department will immediately investigate and document incidents of racial tension or civil disturbance.

### **Procedure:**

- A. Processing Rumors Involving Racial Problems, Civil Disturbances, or Other Police Problems:
  - 1. All members of the Police Department are charged with the following responsibilities concerning rumors:
    - a. Obtain as many pertinent facts as possible.
    - b. Identify the person passing the information and pinpoint the source, if possible.
    - c. Assess the reliability and credibility of the informant.
    - d. Instruct the informant not to discuss the subject with anyone other than the police.

- e. Refrain from any words or actions, which might lend credibility or incentive to the rumor.
  - 2. Immediately telephone rumors involving racial problems, civil disturbances, or information concerning public safety issues, i.e., motorcycle gangs, terrorism, located bombs, etc., to the Intelligence Unit if received between 0800 and 1700 hours on weekdays.
    - a. If during other hours the rumor is determined by the receiving officer's supervisor to need immediate investigation, the supervisor will notify the District Commander, the Night Chief, or the Duty Officer who will, if necessary, recall the following appropriate personnel:
      - 1) Intelligence Unit
      - 2) CHRC
    - b. Document this information on a Form 17 with copies to the:
      - 1) Police Chief
      - 2) Investigations Bureau Commander
      - 3) Patrol Bureau Commander
      - 4) Originating unit
    - c. The Intelligence Unit will coordinate the investigation and evaluate the information in terms of providing intelligence to affected units or agencies.
- B. Racial Incidents:
- 1. Police Communications Section (PCS) will dispatch the shift officer in charge (OIC) to the scene. He will evaluate the situation and request PCS to dispatch the necessary personnel.
    - a. Use both white officers and black officers, male and female, in teams, when possible.

- b. Officers will conduct themselves in a neutral, impartial manner. Exercise the most discreet judgment in policing incidents of this nature.
  - c. Remove the focal point of the crowd or incident from the scene as soon as possible.
  - d. Cooperate with members of the news media.
    - 1) Do not permit the media to take actions that would endanger their safety, the safety of police officers, or the public.
    - 2) The access granted the media must be consistent with the needs and goals of public safety and order.
2. The shift OIC will execute a Interdepartment Correspondence Sheet (Form 17) fully describing the nature of the incident and the action taken with copies to the:
- a. Police Chief
  - b. Investigations Bureau Commander and then routed to the Intelligence Unit
  - c. Patrol Bureau Commander
  - d. C.O.P. Coordinator
  - e. Originating unit
3. After the initial police action, the Intelligence Section Commander will determine if immediate follow-up action is necessary and begin appropriate requests through proper channels.
- a. The C.O.P. Coordinator will determine if immediate follow-up action is necessary and begin appropriate requests through proper channels.

C. Utilization of CHRC Field Representatives:

1. Upon learning a racial incident exists, the ranking command officer will notify CHRC, using the PCS recall list, and provide the following information:
  - a. The nature of the incident
  - b. The parties or groups involved
  - c. The location of the incident and the neighborhood(s) affected
  - d. Police action already taken or planned
  - e. Whether CHRC immediate response is requested
    - 1) Advise response location
    - 2) Advise name of incident OIC
2. When CHRC personnel receive information, which has the potential for creating a racial incident, they will notify the C.O.P. Coordinator as soon as practical.
  - a. If it is after the normal C.O.P. Coordinator's working hours or if the situation warrants, they will notify PCS.
    - 1) PCS will notify the appropriate command officers.
3. As outlined in the CHRC internal procedure, the Executive Director of CHRC will coordinate with the CHRC field representatives, who will respond as requested and contact the incident OIC.
4. The ranking command officer will determine what actions the CHRC representative may take and obtain an estimated cost for their services.
5. The OIC will evaluate and determine the effectiveness of the actions of the CHRC field representatives in calming the situation.

- a. If the ranking command officer believes CHRC field representatives are no longer effective, he will notify them to cease their activity and withdraw.
  - b. The ranking command officer should base this determination on such criteria as some overt action on the part of the crowd, an increase in the size of the crowd, etc.
6. The incident OIC will request CHRC to submit a report of their observations and assessment of the incident to the Intelligence Unit Commander.
7. District commanders may request CHRC field representatives to assist in the resolution of various other community problems.
- a. They will submit a Form 17 to the Police Chief with the following:
    - 1) Summarizing the nature of the problem
    - 2) Explaining why the Department requested CHRC's assistance
    - 3) Include an estimate of the number of work-hours expended by CHRC personnel.